

COLLEGE TOWNSHIP COUNCIL

Special Meeting

October 23, 1984

4:00 pm

A special meeting of the College Township Council was held on October 23, 1984 at 4:00 pm in the College Township Municipal Building.

Members present: Max E Hartswick, Fred E Smith,
Dolores A Taricani - Chairman

Members absent: Gale L Dargitz, Herbert W Stewart

Others present: C Thomas Lechner - Manager
Beulah L Houser - Administrative Assistant
Robert L Hayden - Treasurer

Taricani called to order the meeting at 4:00 pm and explained that this special meeting had been called to discuss the report of the Financial Advisory Committee. Before beginning the discussion of the report, Taricani suggested that Council first address the other items on the agenda.

Correspondence was received from Arnold Addison and Richard Grubb regarding members of the Presidents' Community Advisory Committee.

An invitation was received to attend the dedication of the State College Police Station to be held November 9, 1984 at 11:00 am at the State College Station of the Pennsylvania State Police, 301 Shiloh Road, State College. Taricani suggested that a representative from the Township should be present.

Correspondence was received from Maropa Hoffman, Centre County Home Health Service, regarding the use of the Township Building for quarterly Professional Advisory Committee meetings. Ms. Hoffman mentioned in her correspondence that the Professional Advisory Committee consisted specifically of: three doctors, one occupational therapist, one home economist, one speech therapist, two registered nurses, one physical therapist, one dietician and one psychologist. Their mission is to review the policies and protocols of the Centre County Home Health Service in delivering health care in the home as well as all job qualifications. Ms. Hoffman stated that during the 1983-84 fiscal year, the Centre County Home Health Service served 1,333 clients in Centre County, 66 of those who lived in College Township.

Council discussed the above request and because the group does not meet certain criteria set by Council for the use of the building, the request must be denied. One basic requirement for use of the College Township Building is that 50 percent of the membership of the group making the request must reside in College Township.

Taricani asked Lechner to inform the Centre County Home Health Service it is with deep regret that Council cannot extend use of the building because of the criteria which had previously been set.

The following members of the Financial Advisory Committee to the Township were present: John Ziegler, Lee Shields, Kermit Birth and Constantine Exarchos. Alvi Voigt was not able to be present.

Ziegler opened the discussion by stating that the report was compiled through much information gathered from Township records supplied by Lechner and Hayden. The Committee held numerous discussions which, on most occasions, included Township officials. He stressed the fact that the final recommendations were made through the consensus of the Committee.

Ziegler stated that the Appendix tables are considered an essential and relative part of the report. He advised that a correction should be made on Table 13. The heading "Other" should be omitted and it should read "Total Not Including Miscellaneous".

The Financial Advisory Committee recommended the establishment of a permanent contingency fund. They advised that the amount of money to be maintained in the proposed contingency fund should equal a minimum of ten percent of the total Township budget for the year.

Shields pointed out that historically the budgets of the Township have not been as accurate as they could have been. With the implementation of a contingency fund, the need to cushion the budget would be minimized. He stated that the Township should be realistic in their projections. Also, a contingency fund would eliminate near panic situations.

Exarchos mentioned that the Financial Advisory Committee believes that there will be a minimum seven percent compounded annually increase in total income to the Township for at least the next five years. They anticipate an inflation rate of four to six percent for the near future years.

If revenues should happen to fall below projections, the contingency fund would cover the short fall. However, the contingency fund would not be authorized or utilized by the Township for items not included in the budget as a projected expense for the year.

Discussion led to the recommendation of the Financial Advisory Committee that Council study the possibility of leasing rather than purchasing capital equipment. The question was raised whether the Township could make a lease for more than one year. Birth advised that leasing equipment is a difficult situation to address without a specific situation.

The Financial Advisory Committee has also recommended that the Township levy an Amusement Tax to include football ticket purchases. Shields said that the Amusement Tax is the tax that the Committee supports the most. Taricani stated that this matter has been looked into and that they have found it very difficult to get correct legal answers to know if the tax should be pursued.

Taricani pointed out that the cost and time involved to research the matter would be very high. She also indicated that public reaction would be strongly voiced. Ziegler suggested that Council look at this matter soon. Shields pointed out that the tax would not have to be ten percent as was the example in the report.

Exarchos stated that the natural reaction of the University to such a tax would be no. He also indicated that Act 511 does not specifically address a parking tax.

Hartswick inquired as to how such a process would be started. Ziegler replied that the Township should collect all the necessary information and then write an ordinance.

Other recommendations of the Financial Advisory Committee include: an increase in the real estate millage rate, equalized real estate assessments and the implementation of a mercantile tax.

In regard to the increase in the real estate millage rate, it was pointed out that the increase of one mill, for example, would not be a large increase for the individual property owner.

It was pointed out in the Financial Advisory Committee Report that any reassessment of real estate should occur on a regional basis and involve all members of COG. Their feeling is that all of Centre County should be reassessed.

Financial Advisory Committee members pointed out that the Mercantile Tax should be adopted on a regional basis. They believe this is the least desirable of their recommendations because it is inequitable and would be most difficult to collect and verify.

Smith stated that he felt a mercantile tax would be unfair. For example, a small business would have to pay the tax, but a doctor at the hospital would not. Taricani expressed her feeling that this is not a good tax for the Township.

Taricani asked Lechner for his comments on the report. He stated that he felt the report was very good but suggested that the Committee indicate whether amounts are actual or budgeted when addressed. Birth informed Lechner that all amounts in the report are actual unless they are specified as being budgeted.

Taricani asked if the Committee would agree to continue service to the Township if deemed necessary. Committee members did not object to the request. Birth indicated that he would not be available from January through mid-March.

Hartswick made a motion to accept the report and commend the members of the Financial Advisory Committee for a thorough and complete job. Smith seconded the motion. Members voted in favor of the motion.

Lechner recommended to Council that the regular meeting scheduled for Thursday, October 25, be cancelled because of lack of agenda items. Council members agreed.

It was moved by Hartswick and seconded by Smith to adjourn the meeting. The meeting adjourned at 5:32 pm.

Respectfully submitted,

C Thomas Lechner
Secretary

CTL:cak:key

MANAGER'S UPDATE

Meeting held October 11, 1984

1. Notify Charles Thornton that Council has rejected the Preliminary-Final 3-Lot Subdivision Plan dated August 17, 1984.

RESPONSE: Beward telephoned Henry Surveys at Port Matilda (692-8411) to talk to someone who identified himself as "Henry" and informed him that the Thornton Subdivision Plan was not approved by both the Township Planning Commission and Township Council and listed the items that were not approved. Henry said he had not received any instructions from Thornton and would not proceed with the Application.

The phone call was made Monday morning, October 15, 1984.

2. Contact PennDOT to inform them that the Township has serious reservations in taking over Pike Street and suggest that they negotiate further.

RESPONSE: A letter was written to Thomas Ickes, of PennDOT, dated October 15, 1984, enclosing a copy of the Consulting Engineer's recommendations.

3. Inform Mr. Meehan that Council will accept the 1.3 acre plot of land as a gift to the Township with gratitude.

RESPONSE: A letter was written on October 15, 1984 to Grady Meehan informing him of Council's acceptance, with gratitude and thanks.

4. Forward a copy of the Legal Description of the land involved for transfer to PennDOT for their approval. If approved by them, then have a deed drawn up.

RESPONSE: A letter was sent on October 15, 1984 to Thomas Ickes, along with a copy of the legal description which excluded the area of the bikeway and the area of the new stream channel, for their verification of accuracy on the description.

*** MANAGER'S UPDATE ***

Meeting held October 25, 1984

1. Inform the Centre County Home Health Service, Maropa Hoffman, that it is with deep regret that Council cannot extend use of the College Township Building because the basic requirement for the usage is that 50 percent of the membership of the group making the request must reside in College Township.

RESPONSE: Letter was sent to Ms. Hoffman on 10/24/84 denying

their request for use of the building.

COLLEGE TOWNSHIP FINANCIAL REPORT

Current Position for the 10 months ended 10/31 19 84

		<u>CURRENT</u> <u>MONTH</u>	<u>YEAR TO</u> <u>DATE</u>
BEGINNING:			
Cash	\$ 3,230		
Investments	196,759		
Accounts Receivable	-0-		
LESS Accounts Payable	3,462		
Unreserved Retained Earnings	196		
Fund Equity		<u>\$196,329</u>	
Revenues		<u>65,741</u>	<u>\$739,048</u>
Total Available for Appropriation		<u>262,070</u>	
LESS Expenditures		<u>75,392</u>	<u>610,771</u>
ENDING:			
Cash	(24,504)*		
Investments	214,627		
Accounts Receivable	-0-		
LESS Accounts Payable	3,462		
UNAPPROPRIATED FUND EQUITY		<u><u>\$186,661</u></u>	

*Checks written to record expenditures in the month, but held past the last day of the month.

COLLEGE TOWNSHIP FINANCIAL REPORT
 BUDGET AND ACTUAL APPROPRIATIONS - ALL FUNDS for the 10 month(s) ended 10/31 1984
 1983 1984

ACC'T.	CLASSIFICATION	1983		1984					
		BUDGET 1983	ACTUAL Y-T-D	BUDGET 1984	ACTUAL MONTH	ACTUAL Y-T-D	BUDGET REMAIN. for '84	PROJECT. REMAIN. for '84	ACTUAL + to '84 BUDGET
	ASSETS								
100	Beginning Cash	\$ 31,485	\$ 31,485	\$ 58,810	\$ N/A	\$ 58,817	\$ 186,854	\$ 186,661	\$ (193)
	REVENUES								
300	Taxes: Property	152,304	151,163	162,804	1,196	159,975	2,829	2,800	(29)
	Local Enabling	312,000	271,490	324,500	30,848	304,235	20,265	36,500	16,235
320	Licenses & Permits	190	4,366	5,500	275	6,589	(1,089)	1,460	2,549
330	Fines & Forfeits	41,000	35,768	44,000	5,532	37,582	6,418	12,900	6,482
340	Interest & Rents	25,900	24,274	30,300	4,637	34,932	(4,632)	7,050	11,682
350	Intergovern. Revenues	137,659	137,413	151,265	20,567	145,614	5,651	-0-	(5,651)
360	Charges for Services	28,788	28,972	38,150	2,684	33,880	4,270	6,800	2,530
380	Miscellaneous	7,022	6,691	1,800	2	16,241	(14,441)	5,000	19,441
	TOTAL REVENUES	\$704,863	\$660,137	\$758,319	\$ 65,741	\$ 739,048	\$ 19,271	\$ 72,510	\$ 53,239
	TOTAL AVAILABLE for APPROPRIATION	\$736,348	\$691,622	\$817,129	\$ N/A	\$ 797,865	\$206,125	\$ 259,171	\$ 53,046
	EXPENDITURES								
400	Gen. Gov't.: Administ.	\$109,880	\$ 90,046	\$119,380	\$ 6,461	\$ 89,253	\$ 30,127	\$ 32,438	\$ 2,311
	Tax. Coll.	41,355	34,392	44,340	2,832	34,959	9,381	9,481	100
	Sub-Total 400	151,235	124,438	163,720	9,293	124,212	39,508	41,919	2,411
410	Public Safety:								
	Police	178,003	146,107	195,845	17,570	160,750	35,095	35,116	21
	Fire	26,865	26,097	31,565	4,820	27,314	4,251	4,368	117
	Planning & Zoning	27,225	26,841	30,155	6,038	28,601	1,554	1,675	121
	Sub-Total 410	232,093	199,045	257,565	28,428	216,665	40,900	41,159	259
420	Health & Welfare:								
	Sanitation	1,000	1,015	1,000	-0-	1,265	(265)	490	755
430	Highways:								
	General Maintenance	45,000	33,207	61,311	8,585	47,508	13,803	16,686	2,883
	Snow Removal	24,770	7,401	26,635	-0-	21,641	4,994	13,000	8,006
	Traffic Signals	5,800	3,637	13,650	14	10,476	3,174	2,552	(622)
	Street Lights	8,760	7,089	8,900	716	7,092	1,808	1,450	(358)
	Highway Maintenance	50,300	45,263	50,540	9,941	50,100	440	5,143	4,703
	Construction Proj.	40,790	44,524	25,535	-0-	1,034	24,501	27,900	
	Sub-Total 430	175,420	141,121	186,571	19,256	137,851	48,720	66,731	19,011
440	Transportation:								
	Transit System	18,168	16,818	12,725	3,447	12,954	(229)	-0-	229
450	Culture Recreation:								
	Parks & Recreation	41,625	40,704	43,283	4,451	42,956	327	-0-	(327)
	Libraries	24,889	24,888	28,913	7,228	28,913	-0-	-0-	-0-
	Senior Citizens	6,171	2,018	5,738	1,434	6,307	(569)	-0-	569
	Sub-Total 450	72,685	67,610	77,934	13,113	78,176	(242)	-0-	242
470	Debt Service:								
	Principal & Interest	17,262	15,060	16,646	1,011	14,624	2,022	2,022	-0-
480	Miscellaneous:								
	Employee Benefits	37,000	20,005	42,158	844	25,264	16,894	13,754	(3,140)
	TOTAL EXPENDITURES	\$704,863	\$585,112	\$758,319	\$ 75,392	\$611,011	\$147,308	\$ 166,075	\$ 18,767
	REMAINDER for APPROPRIATION	\$ 31,485	\$106,510	\$ 58,810	\$ N/A	\$186,854	\$ 58,817	\$ 93,096	\$ 34,279

